

Fair Political Practices Commission
Filing Schedule for
State General Purpose Recipient Committees (Except Political Party Committees)
January through June 2016

Deadline	Period	Form	Notes
Feb 1, 2016 <i>Semi-Annual</i>	* – 12/31/15	450 or 460 & possibly 465	<ul style="list-style-type: none"> ▪ 450 or 460: All committees must file this report. ▪ 465: File if independent expenditures totaling \$1,000 or more were made during the period. ▪ The January 31 deadline falls on a Sunday, so the deadline is extended to the next business day.
Within 10 Days <i>Independent Expenditure Verification</i>	Ongoing	462	<ul style="list-style-type: none"> ▪ Committees making independent expenditures must file this form with the FPPC by e-mail only. No paper copy is required. ▪ Committees file only one Form 462 per election for each candidate or measure supported or opposed by an independent expenditure.
Within 24 Hours <i>Election Cycle Reports</i>	3/9/16 – ** <i>See notes</i>	496 497	<ul style="list-style-type: none"> ▪ E-File only – no paper copy. ▪ 496: File if an independent expenditure of \$1,000 or more is made in connection with a candidate or ballot measure being voted on the June 7 ballot. ▪ 497: File if a contribution of \$1,000 or more in the aggregate is made in connection with a candidate or ballot measure being voted on the June 7 ballot or to a political party committee.
Mar 22, 2016 <i>Pre-Election</i>	1/1/16 – 3/17/16	450 or 460 & possibly 465	<ul style="list-style-type: none"> ▪ 450 or 460: File if contributions or independent expenditures totaling \$500 or more were made. ▪ 465: File if independent expenditures totaling \$1,000 or more were made.
May 26, 2016 <i>Pre-Election</i>	3/18/16 – 5/21/16	450 or 460 & possibly 465	<ul style="list-style-type: none"> ▪ 450 or 460: File if contributions or independent expenditures totaling \$500 or more were made. ▪ 465: File if independent expenditures totaling \$1,000 or more were made. ▪ Paper copies must be filed by personal delivery or guaranteed overnight service only.
Aug 1, 2016 <i>Semi-Annual</i>	* – 6/30/16	450 or 460 & possibly 465	<ul style="list-style-type: none"> ▪ 450 or 460: All committees must file this report. ▪ 465: File if independent expenditures totaling \$1,000 or more were made from May 22 through June 6. ▪ The July 31 deadline falls on a Sunday, so the deadline is extended to the next business day.

Fair Political Practices Commission

Additional Reports

Within 10 Business Days <i>\$5,000 Report State Ballot Measure Payments</i>	Ongoing	496 497	Only e-filers file this report: <ul style="list-style-type: none"> • 496: Report each independent expenditure totaling \$5,000 or more to support or oppose the qualification or passage of a single state ballot measure. • 497: Report each contribution totaling \$5,000 or more to support or oppose the qualification or passage of a single state ballot measure. • Contributions Received: List all new contributions of \$100 or more received by the committee that have not been previously reported up through the date of the \$5,000 or more payment.
Within 10 Business Days <i>Paid Spokesperson Report</i>	Ongoing	511	<ul style="list-style-type: none"> ▪ File within 10 days of making either of the following expenditures related to an advertisement to support or oppose a ballot measure: 1) A payment totaling \$5,000 or more to an individual to appear in an advertisement, or 2) A payment of any amount to an individual portraying a member of a licensed occupation (i.e., nurse, doctor, firefighter). E-filers also file online.
Within 48 Hours <i>Issue Advocacy Report</i>	4/23/16 - 6/6/16	E-530	<ul style="list-style-type: none"> ▪ File if a payment or promise of a payment of \$50,000 or more is made during the 45 days prior to an election for a communication that identifies a state candidate being voted upon in the election but does not expressly advocate the election or defeat of the candidate. No paper copy is required.

- *** Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1 if no previous statement has been filed.
- **** 24-Hour Reports:**
 - Form 496 filed in connection with a state candidate/measure must be filed through the date of the election.
 - Form 496 filed in connection with a local election must be filed through the day before the election.
 - Form 497 filed in connection with contributions made to candidates/measures and political parties must be filed through the day before the election.
- **E-File:** A state committee that has received contributions or made expenditures totaling \$25,000 or more.
- **Forms 450, 460 & 465:** All state committees, including e-filers, must also file paper reports. Paper reports may be filed by first class mail unless otherwise noted.
- **Filing Deadlines:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to any 24-hour contribution reports (Form 497) that are due the weekend before the election. Such reports must be filed within 24 hours regardless of the day of the week and are subject to a \$10 per day late fine.

Fair Political Practices Commission

- **Penalties:** Failure to file a statement on time subjects a committee to a fine of \$10 per day on both the paper and the e-filed version (e.g., \$20 per day for a late e-filed Form 460). Failure to file a statement could result in an enforcement penalty of \$5,000 per violation.
- **Contribution Limits:** Refer to the [contribution limits chart](#) on the FPPC website.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials are available at www.fppc.ca.gov, click on the [Campaign](#) link.
- **Multi-Purpose Organizations (including non-profits):** Effective July 1, 2014, multi-purpose organizations making political contributions or expenditures are subject to new campaign disclosure rules. In general, an organization that uses its general dues account to make contributions or expenditures may qualify as a major donor or independent expenditure committee and report payments on Campaign Form 461. Such an organization will qualify as a recipient committee if expenditures exceed \$50,000 in a 12-month period or \$100,000 in four consecutive calendar years. An organization that qualifies as a recipient committee may need to file reports disclosing contributors. Some organizations will not need to file the year-end semi-annual report. See the [FPPC Campaign Manual 4—Chapter 15](#) for instructions.
- As of July, 2015, legislation is pending that may change the filing schedule.